

P & C Meeting- 26/10/17 High School

Present: Jo Cayzer, Jo Flick, Trent Graham, Patricia Walford, Aaron Mifsud, Karen McKinnon, Shandel Curtis, Sam Khalil, Erin Hopkins, Nicole Cowley, Rita Clark

Apologies:

Greeting and minutes silence

Topic	Discussion/feedback	Actions
To Do List	Blinds for canteen area and quote via norm	Ongoing
Book borrowing	<ul style="list-style-type: none"> • Happening in class • Library bags have been approved but out of stock • Bags from patchwork group in use by kindergarten students • Letter needs to go home about library privileges. Opt in system. Monitor situation. If books not returned no more borrowing. General instructions about borrowing to be given, possible contract. 	Letter to go out before books allowed to go home. Aim for next year.
Lemon trees	<ul style="list-style-type: none"> • Haven't been cut 	KM to ask Norm again
Uniform	<ul style="list-style-type: none"> • Very positive feedback for new uniforms. Letter received. • Interest in a similar shirt for boys and possibly staff. Cheryl looked into red and blue for seniors but company can't do those colours. • Shoes very popular but hard to get smaller sizes. Need to be named 	KM to ask Mel to take photo of preschool to Yr 6 girls in uniform Jo to look into designs for boys shirt
Parking/bus zone	<ul style="list-style-type: none"> • Changes have been approved. Letter received from Council. No indication of timing. 	Information about the changes needs to be put into newsletter and passed on to DEC
Song words and honour boards in hall	<ul style="list-style-type: none"> • SK requested song words for school song and anthem be put up in the hall for children to learn. KM approved • Honour boards, plaques and trophies found in sports store need to be displayed. Honour boards need updating from 2002, office has records 	JC to follow up with KM

Year 6 Presentation	<ul style="list-style-type: none"> JF proposed that P&C sponsor a small gift and certificate to be presented to Year 6 students from their parents. Needs to be fundraised throughout the year and group of parents to help organize so doesn't fall back on Daphne. 	JF to action
Discipline Policy	<ul style="list-style-type: none"> Draft finished. Presented at next meeting Survey hasn't gone out yet. 	JC to table survey at SRG
Cultural Awareness/ Community engagement	<ul style="list-style-type: none"> JF proposed a day be spent at beginning of year when teachers can do home visits to meet parents of their students with SLSO/ AEO. Parents could be informed at end of year that this will be happening as well as using facebook and noticeboards. Should be mandatory for class teachers KM discussed teachers making PLPs later this year for students they'll have next year. Needs a process RC raised issue that report cards are given out without any discussion. Need BBQS or interviews. But these haven't been effective in past. SC suggested using PLP update mid year as time to discuss reports and set new goals. 	
Shelters/shade	<ul style="list-style-type: none"> Still waiting for shelters. Walk through last week. Shade- application needs to be put in. No funding so will require grant money. Application for refurbishment of netball courts completed 	EH to look into grants
Treasurers Report (PW)	<ul style="list-style-type: none"> Auditor has reviewed books and prepared financial report Big thanks to Rita for her help. 	
Fundraising	<ul style="list-style-type: none"> RC suggested Christmas markets: craft stall, cakes, BBQ. But need to check if after school year has finished. Trivia night – Term 2 coordinate with Year 6 fundraising Carwash at markets Term 3 – AM to organise Bingo night possible Term 1 – PW to organise Monster raffle and hampers – Term 4 – ask for donations Meat trays or fruit trays 	EH to contact council about markets
Infants Playground	<ul style="list-style-type: none"> JF gave Kate Squires Gamilaroi words and numbers Language nest offering signs in lingo for toilets, office, block names 	JF to talk with Kaylene Hall then check with KM

New school song	<ul style="list-style-type: none"> • JF proposed getting students to write their own school song, incorporating values and motto of our school. • Discussed Heaps Decent or Desert Pea to work with students to come up with lyrics and tune. Music teacher could do some work before this • Community consultation required 	
Principal's report (KM)	<ul style="list-style-type: none"> • Positions being advertised: AP (relieving), BD for High school (relieving) and BD for Primary (permanent), head teacher special ed (non permanent), TAS and Hospitality for high school. • Minor construction work in holidays • School plan, progressing well. SLSO meeting to happen and community meetings 	
Attendance excursions	<ul style="list-style-type: none"> • PW raised issue of need for another attendance excursion for those who missed the Sydney trip and for younger students. Why is it always football? Discussed Lightening Ridge pool as good option • KM said next year need better processes and structures around attendance 	KM to follow up on whether cost of Sydney excursion was refunded to parents
Lockdown alarm	<ul style="list-style-type: none"> • TG has found way to change lock down alarm after first 30sec of alarm it can then be a song/music 	P&C to come up with suggestions for next meeting
Next meeting	<ul style="list-style-type: none"> • Thursday 30th November, 3.15pm, Primary school 	JC to advertise and book room